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MINISTERIAL COUNCIL ORDER NUMBER 816 OF 22 MAY 1960

ON THE ESTABLISHMENT OF REGULATIONS FOR SCIENTIFIC  
INSTITUTES UNDER THE DEPARTMENTS

BULGARIA

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## FOREWORD

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MINISTERIAL COUNCIL ORDER NUMBER 816 OF 22 MAY 1960

ON THE ESTABLISHMENT OF REGULATIONS FOR SCIENTIFIC

INSTITUTES UNDER THE DEPARTMENTS

[Following is a translation of an article, unsigned, in Izvestiya (Notices), Vol XVI, No 49, Sofia, 17 June 1960, pages 1-3.]

To Ministries, Departments, and Okrug People's Soviets

The Council of Ministers orders:

That the regulations governing the scientific research institutes of the departments be approved.

Chairman of the Council of Ministers: A. Yugov

Secretary of the Council: A. Voynov

#### REGULATIONS

For the Scientific Research Institutes of the Departments

##### I. General Provisions

1. The scientific research institutes of departments are created by decision of the Council of Ministers on the basis of proposals submitted by the various departments in collaboration with the Bulgarian Academy of Sciences and the State Science Council of the Council of Ministers.

It is the task of the scientific research institutes of the departments to carry on scientific and research projects pertinent to the accelerated development of the branches of the people's economy concerned in accordance with the people's economic plans, to promote science and train skilled scientific personnel, and to carry on scientific and research work on the various scientific projects undertaken by the state by virtue of international agreements.

2. In order to implement these tasks, the scientific research institutes of the departments:

a) Must carry on theoretical and experimental research in connection with scientific problems of great significance to the people's economy and to the development of the various individual scientific fields;

b) Must render scientific and technical aid to their department, its enterprises and other establishments, and must collaborate in applying the results of scientific research work in practical operations;

c) Must study and summarize the experience of enterprises and plants in their own branches, and must collaborate in the application of scientific achievements to practical problems. To this end, they will have a part in drafting the plans for technical progress;

d) Must prepare and publish literature on scientific research, and must popularize the achievements in science and technology in Bulgaria;

e) Must study, develop, popularize and promote the application of the achievements in progressive science and technology all over the world, and in the Soviet Union in particular;

f) Must work to improve the scientific skill of workers in the institutes and their branches;

g) Must participate in the drafting of standards, and must do scientific research work in this connection;

h) Must constantly maintain and develop collaboration with a view to the exchange of scientific achievements, materials and plans with comparable institutes in the other socialist countries; must also maintain relations with scientific institutes and organizations in capitalist countries when this is deemed useful.

When desirable, they must maintain memberships in international organizations.

3. The scientific research institutes of departments may employ postgraduate students. They may permit qualified specialists to do research for doctors' theses.

The list of scientific research institutes in which postgraduates may be accepted and where specialists may be permitted to do research for doctorates, and which are entitled to grant the scientific degrees "Candidate in Science," "Doctor of Science," and "Professor" must be approved by the Higher Commission on Degrees.

Conditions under which postgraduate students will be accepted and will work, as well as their rights and obligations, will be determined by the Regulations on Postgraduate Students.

Scientific degrees and titles awarded by the scientific councils of the institutes are subject to the approval of the Higher Commission on Degrees.

4. The scientific research institutes of departments are juridical persons and have rights as such.

The sections are the basic units in these institutes. They may have laboratories and experimental bases (construction and other bureaus, test fields, workshops, etc.), depending upon the tasks of the institute.

The concrete tasks and structure of each scientific research institute will be determined by orders approved by the proper minister or department head, in cooperation with the Bulgarian Academy of Sciences and the State Science Council of the Council of Ministers.

## II. Planning of and Accounting For Scientific Research Activities

5. Scientific research activities in the institutes of departments will be based on current and future annual plans.

6. The scientific research institutes will draft scientific plans covering tasks pertaining to the fulfillment of state scientific tasks set forth by the departments, as well as those selected by the institutes themselves on their own initiative or on the basis of proposals submitted by enterprises and other organizations in connection with the people's economic plans. By 10 November of the current year at the latest, institutes must submit to the departments of which they are a part the plans for the forthcoming year for approval.

Scientific plans must include a section dealing with the application of scientific achievements in practical work and one on preliminary studies.

The plans of the scientific research institutes will be approved by the minister or department head concerned by the end of the month of December at the latest.

Additional scientific research projects may be proposed after approval of the plan only in exceptional cases, and require an order signed by the minister or department head concerned. This will be based on a determination of whether other tasks are to be dropped from the plan, and of the funds and personnel which would be required for such projects.

7. Directors of scientific research institutes must submit annual reports on their scientific research work. These reports, after approval by the scientific councils, will be sent to the proper departments by the end of January of the following year at the latest.

The reports on completion of scientific research work on state problems and themes must be submitted to the Bulgarian Academy of Sciences and the State Science Council of the Council of Ministers by the end of January of the following year at the latest.

## III. Administration

8. The scientific research institutes of departments will be administered by directors. They will be appointed by order of the ministers or department heads concerned, in cooperation with the State Scientific Council of the Council of Ministers.

Members of the Academy, Corresponding Members, Doctors of Science, Professors, Senior Scientific Collaborators or Docents may be appointed as directors of scientific research institutes of departments.

The larger institutes may have deputy directors, scientific secretaries and aides on administrative-economic matters. Their rights and obligations are determined by the regulations governing the tasks and structure of institutes as determined in Article IV, paragraph 3, of these instructions.

9. The directors of the scientific research institutes of departments will organize and guide the activities of the institutes in such a way as to ensure the skilled fulfillment of the scientific research plan for the institute.

They will draft and submit the plans and reports to higher authorities; manage and coordinate the work of the various sections of their institutes, and organize and distribute tasks among them; supervise the fulfillment of the tasks planned; see to the special scientific-ideological and political development of the personnel; enforce state and labor discipline; coordinate the work of their institutes with those of the Bulgarian Academy of Sciences and others in the same or related scientific fields; and serve as the heads of the scientific councils of their institutes. Directors will bear the sole responsibility for the general activities of the institute.

The directors of the institutes will appoint all of the auxiliary and administrative personnel of their institutes.

#### IV. Scientific Councils

10. Each scientific research institute will have a scientific council.

This council will consist of the director, deputy director, scientific secretary, section heads and Senior Scientific Collaborators of the institute, a representative of the Party organization and of the trade unions, a department representative, the heads of the various scientific branches (scientific teams, experimental stations, bases, etc.) of the institute, Professors and lecturers, Senior Scientific Collaborators of related institutes and noted specialists in practical applications. In the event that there is not a sufficient number of Senior Scientific Collaborators at an institute, some First Grade Scientific Collaborators may be made members of the council. In the election of Senior Scientific Collaborators and Professors and the granting of scientific degrees, voting rights will be enjoyed only by Academy Members, Corresponding Members, Professors, Senior Scientific Collaborators and Docents.

The personnel of each scientific council will be approved by the minister or department head concerned on the recommendation of the director of the institute.

The scientific council may also hold general conferences in which all permanent or temporary collaborators of the institute and its various sections, as well as noted specialists, will participate without the right to vote.

The scientific council will have as its chairman the director or his deputy.

At institutes which have more than 30 regular Professors and Senior Scientific Collaborators, section heads and some of the Senior Scientific Collaborators in each section, as determined by the procedure set forth in paragraph 3 of this Article, will serve as members of the scientific councils.

The scientific councils may establish permanent or temporary commissions to deal with or process special theoretical-methodological and practical problems.

The scientific councils will operate on a calendar year plan.

Members of the scientific councils who fail to participate actively in their work, to attend the sessions regularly, or to evidence suitable interest in the activities of the institutes, will be replaced by more suitable individuals, in accordance with paragraph 3 of this Article.

The activities of the scientific councils will be reported in the general annual report of the institutes.

11. The scientific councils will review:

a) The annual plans for the scientific research work of the institutes and their various sections. This will be done after discussions have been held on a section level, or in production conferences of the entire institute personnel in which scientific workers and specialists from similar institutes, establishments and enterprises will participate.

b) The reports of the institutes and their various sections. This will be done after discussions have been held in accordance with the procedures described in letter a).

c) Reports, scientific announcements and proposals in connection with the tasks of the institutes and their plans. This will be done after discussions have been held in general conferences in the various sections of the institutes.

d) Important scientific measures. This will be done in general conferences attended by the institutes' staffs and specialists from other scientific establishments, universities, and practical fields.

e) Proposals for the publication of scientific works.

f) The personal plans of the postgraduate students.

g) Dissertations and opinions on dissertations submitted in application for scientific degrees.

h) Works written by participants in competitions for the degrees of "Professor" and "Senior Scientific Collaborator" at the institutes and the pertinent opinions on them.

The scientific councils will issue opinions in connection with letters a), b), c), d), and e), and will make decisions in connection with letters f), g), and h). The decisions of the scientific councils in regard to matters classed under letters g) and h) will be communicated to the Higher Commission on Degrees, along with the pertinent scientific works and opinions on them, for approval.

Scientific councils may issue opinions on matters classed under letters a), b), c), d), and e) only when a numerical majority of the membership attends the sessions.

Scientific councils may issue opinions on any matters proposed by the directors, on their initiative, or by request of the departments or other establishments and enterprises.

## V. Scientific Collaborators

12. Scientific research institutes of departments will employ Academy Members, Corresponding Members, Professors, Senior Scientific Collaborators, Scientific Collaborators of the First, Second and Third Grades, senior specialists and specialists, technical aids of the first and second grades, engineering-technical workers, blue collar workers, and administrative white collar workers.

13. Those granted the degree of "Professor" will be those who have completed the proper university courses, have succeeded in the prescribed competition, and have published approved scientific works. Three and six month competitions will be announced in the addenda to the "Notices of the Presidium of the People's Assembly" and in one of the daily Sofia newspapers. Competitions will be established by the scientific councils in the basis of recommendations of the institute directors.

14. Scientific works which are submitted will be studied by two reviewers elected by the scientific councils of the institutes and approved by the directors. Academy Members, Corresponding Members, Professors, Senior Scientific Collaborators or Docents may serve as reviewers. Whenever possible, one of the two should be chosen from another scientific establishment. Reviews must be submitted within two months' time, and must contain a thorough analysis of the work, indicating its value, the contribution made, and the defects, with substantiating evidence.

The works submitted and the opinions rendered will be announced to the members of the scientific councils and the participants in the competition two weeks at least prior to the granting of degrees. Participants in the competition may submit written comments on the reviews to the scientific councils through the directors. The reviewers in turn may comment on these clarifications at the sessions of the scientific councils.

Scientific councils can only grant the degree of "Professor" when two-thirds of their members are in attendance. These decisions will be made by secret ballot. Candidates obtaining the approval of a simple majority of all the members (those listed) of their scientific councils will be granted degrees. The total number of members (those listed) will not include those permanently prevented from attending meetings due to an appointment either elsewhere in the country or outside it, or due to serious illness. Meetings may only be held if the number of members permanently prevented from attending is one-sixth or less of the total membership of the scientific council. The names and exact number of those permanently prevented from attending meetings will be established at the session itself, and entered in the minutes prior to the voting.

15. The granting of the degree of "Professor" at scientific research institutes of departments will be approved by the Higher Commission on Degrees. After the granting of the degree has been



approved in accordance with the procedure outlined in the preceding paragraph, the minister or department head concerned will issue an appointment order.

16. Individuals who have completed the proper university courses, and have succeeded in an established competition, as well as publishing approved scientific works, will be granted the degree of "Senior Scientific Collaborator." Works not published but completed in type-written form which are presented by the contestant will be considered if approved by the scientific council. Theses for doctorates will not be accepted in this connection.

The regulations set forth in Articles 13, 14 and 15 of these instructions will apply to competitions for the degree of "Senior Scientific Collaborator."

Under exceptional circumstances, noted practical specialists who have considerable creative practical achievements to their credit may be appointed as Senior Scientific Collaborators in technical, geological, and other experimental scientific branches.

In each individual case, a vote must be taken. This will be done after consultation with the State Science Council. The minister or department head concerned will then propose the appointment. The voting will be done in accordance with the regulations set forth in Articles 13, 14 and 15 of these instructions.

17. An individual with the degree of "Doctor of Science" in his own field may be appointed as a Senior Scientific Collaborator on the basis of a proposal by the director and a vote by the scientific council of the institute.

18. Individuals with the proper university education who are under 40 years of age, have evidenced special interest in and knowledge of their special fields, and have had at least two years' practical experience, may be appointed as Scientific Collaborators, Third Grade.

Candidates for the degree of Scientific Collaborator, Third Grade, will receive it on the basis of a competitive examination announced in advance. It will be administered by a commission appointed by the director of the institute of which he, or his deputy, will serve as chairman.

Examinations for this degree will be given by field, and will cover dialectical and historical materialism, the Russian language, and one Western European language (German, French or English).

Candidates who have earned the grade "Very Good" (4.50) or better in their own special subjects on the basis of the six unit system will be regarded as having passed the competitive examinations. Those who obtain a lower grade will not be permitted to take the other examinations. The examinations in the candidates' special fields will be given first. Those in other subjects will be graded as "passing" or "failing."

Successful candidates will be graded only on the basis of their marks in their special subjects.

Of candidates with equal marks, those preferred, in competitions for Scientific Collaborator, Third Grade, will be those with the lengthiest production experience, or, when that is equally matched, those who have published scientific works.

Candidates' applications for the degree of Scientific Collaborator, Third Grade, together with the documents proving fulfillment of the qualifications, must be submitted within a month after the appearance of the announcement of the competition in the addendum to the "Notices of the Presidium of the People's Assembly." Examinations will be held two months after the petitions are due, at the latest.

Postgraduate students in science will be appointed as Scientific Collaborators without a competition when there are no other candidates. Under special circumstances, Scientific Collaborators, Third Grade, may be appointed without competition if they are noted as specialists in practical work and have made scientific contributions. This will depend upon the decision of the scientific council. They will be appointed by the minister or department head concerned, with the approval of the State Science Council.

19. Individuals passing the competitive examinations will be appointed as Scientific Collaborators, Third Grade, by order of the minister concerned.

Each Scientific Collaborator will be assigned to the staff of one of the Senior Scientific Collaborators, and will work under his immediate supervision.

20. Scientific Collaborators, Third Grade, after serving in such a capacity for three years at a minimum, and making a satisfactory contribution to the scientific research work of the institute, may, on the basis of a substantiated recommendation by the director and the approval of the scientific council, be appointed Scientific Collaborators, Second Grade, upon the order of the minister concerned.

The promotion of Scientific Collaborators, Second Grade, to Scientific Collaborators, First Grade, will be effected in accordance with the procedures set forth in paragraph 1 of this Article.

In sections which have no Senior Scientific Collaborator, the management may be temporarily entrusted by a vote of the scientific council to the most outstanding Scientific Collaborators, First Grade, until such time as a Senior Scientific Collaborator can be appointed. This can be done after obtaining the permission of the State Science Council.

Professors, Senior Scientific Collaborators and Scientific Collaborators of the First, Second and Third Grades who, without a major justification, fail to fulfill their scientific duties at the institute, or who fail to produce the prescribed minimum of scientific production, will be dismissed and assigned according to their specialties to various other establishments and enterprises.

In this connection, a review will be made each three to five years by a commission appointed by the minister or administrative supervisors concerned, with the approval of the State Scientific Council.

The institute directors must submit the reports of these commissions to the scientific councils. The decisions of the latter to dismiss individuals will require a two-thirds majority vote of the council members. In accordance with these decisions, heads of departments will issue orders relieving Scientific Collaborators of the First, Second and Third Grades of their duties. The procedure for dismissing Senior Scientific Collaborators, Docents and Professors will require the approval of the decisions made by the scientific councils by the Higher Commission on Degrees. These decisions may not be appealed.

## VI. Scientific Teams

21. Scientific research teams may be established at the larger plants, medical and health centers, farms, etc. They will constitute branches of the scientific research institutes of the departments. They will be established in accordance with decisions made by the departments concerned, with the agreement of the State Science Council. The task of these teams will be to process scientific-technical materials of importance to the enterprises at which they are located, to carry on research under practical production conditions on problems proposed by the various sections of the institutes, to contribute to the practical application of the solutions to problems devised by the institutes with a view to improvement in production technology and the quality of goods produced in enterprises, on farms, etc.

22. The annual plans for scientific teams will be drafted by the institutes, and will be principally based upon the proposals submitted by the enterprises to which they are attached. These plans will form a part of the general plan for the institutes. Plan fulfillment by the teams will be reported by the scientific research institutes, along with an opinion rendered by the enterprises, farms, etc., concerned.

23. Scientific teams of scientific research institutes will be under the direct jurisdiction of the institute directors.

Scientific Collaborators will be appointed to the scientific teams in accordance with the procedure outlined in Articles 13 and following of these regulations. They will enjoy the same obligations and rights as the Scientific Collaborators of the institutes.

24. The managements of plants, farms, etc., where there are teams from scientific research institutes must provide suitable premises, instruments and other equipment for their scientific research work. For this purpose, laboratories, bases, construction bureaus and experimental stations of the plants, farms, etc., may be used.

25. Bonuses will be awarded to scientific workers for the application of scientific achievements in production at plants, farms, etc., in accordance with the regulations on rationalization and innovation and with other legal provisions, in accordance with the importance and economic impact of the achievement utilized.

26. Practical specialists who have worked on teams or individually on scientific tasks in accordance with the plans for the scientific research institutes may, if their works are published, enjoy the rights of Scientific Collaborators of the institutes.

27. Ministries or departments which have scientific teams attached to scientific research institutes must, in accordance with the current regulations, draft an instruction on the relationship between institutes and enterprises in connection with the establishment of scientific teams.

## VII. Temporary Provisions

28. Three months after these regulations have been approved by the Council of Ministers, the scientific research institutes of departments must draft new regulations governing their structure and internal organization.

Departments which have scientific research institutes must, within three years, find directors for these institutes who are scientific workers with the degree of "Senior Scientific Collaborator," "Docent," or higher.

In collaboration with the Bulgarian Academy of Sciences and the various departments, the Committee on Labor and Prices must, within three months, submit to the Council of Ministers a new draft list of personnel to fulfill the duties of the newly created positions for Scientific Collaborators, First, Second and Third Grades, Specialists, and Senior Specialists. Departments which have scientific research institutes must, when the new tables of organization for personnel have been adopted, reclassify all Junior Scientific Collaborators as Scientific Collaborators, First, Second or Third Grade, and all Technical Scientific Collaborators as Specialists or Senior Specialists -- engineers, chemists, biologists, etc.

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These regulations will be effective as of the date of publication in the "Notices of the Presidium of the People's Assembly," and supersede the regulations governing scientific research institutes of departments published in the "Notices," Issue Number 54, of 1953.

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